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**MARCH 2005**



#### Inside this issue:

Page

Portable Power Tools	2-3
Poison Prevention	3
Sleep Well Tonight ...	4
Allergies	5
Safety Shoe Schedule	6
March Training Calendar	7
Hearing Test Schedule	8

# SAFETY SIMPLY STATED

MESSAGE FROM THE CITY SAFETY OFFICER, MIKE ALIO

**B**eginning June 1, 2005, most mobile crane and tower crane operators must have a valid certification in order to work in the state of California. The only exceptions are for operators of mobile cranes with a boom length of less than 25 feet or a maximum rated load capacity of less than 15,000 pounds. Also excluded are electric line trucks and cranes in marine terminals.

Employers are responsible for ensuring crane operators are properly certified as the employer can be cited and fined by Cal/OSHA for non-compliance. Because of the need to schedule written and practical examinations, the City began preliminary work on the certification process last year. Certification for all City crane operators will begin this month. The state of California does not actually issue crane operator licenses; they are issued by the National Commission for Certification of Crane Operators, which has very strict guidelines and procedures the City must follow.



To be certified, crane operators must pass a physical examination, a substance abuse test, a written examination, and a practical examination for each type of crane they wish to be certified on. The certification takes 5 days. The written exam includes the following:

- Operational characteristic, controls and performance appropriate to the type of crane.
- Emergency control skills, such as response to a fire, power line contact, loss of stability or control malfunction.
- Demonstration of basic arithmetic skills necessary for safe operation, including load capacity information.

The practical examination includes a demonstrating proficiency in operating the specific type of crane, pre- and post-inspection, maneuvering skills, shutdown and securing procedures.

Certification is valid for a maximum of 5 years. At that time, crane operators must re-certify through the same examination process they used to certify originally. However, an operator will not have to take the practical portion of the examination again, provided he/she can document at least 1,000 hours operating the crane they are re-certifying on.

## Portable Power Tools

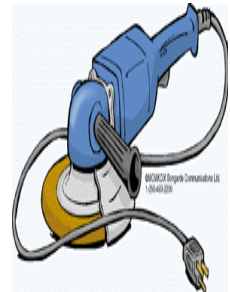
by Laurie Browning, Department Safety Officer, Parks, Recreation & Marine

**A** lot of workers use power tools every day and don't get hurt. But every year in the US, portable power tools injure many construction workers seriously enough to keep them off the job.

Working with power tools, you can get an electric shock, lose a finger, lose an eye, or lose your hearing. It's especially dangerous to use a tool that's defective, that's been modified or that's not designed for the job you're doing. You can also get injured if you use tools carelessly. Power tools require training, protective equipment and your full attention.

Portable power tools can be air-powered, gasoline-powered, electric or hydraulic. The most common injuries from working with these tools are:

- Electric shock
- Falling (either from losing your balance or from electrical shock)
- Crushing or losing a finger, toe, arm or leg
- Flash burns
- Eye injury
- Hearing loss
- Injury to wrist, arm, shoulder or back (from vibration, awkward or sustained work positions).



Safety rules to keep in mind when using portable power tools:

- Use the right tools for the job. Never use a tool for a job it wasn't designed to do. Make sure you're familiar with your tools and know how to use them properly.
- Keep secure footing and balance when you use tools. The area where you're standing shouldn't be slippery or cluttered.
- Use tools on a stable work surface. Hold the work with a vise or clamps if necessary.
- Use tools in a well-lit area.
- Don't work with your body in an awkward position. Make sure you have enough space to work and can keep your body at a comfortable angle to the work.
- Powder-actuated tools require special training and certification. Don't use them unless you have a valid operator's card for the tool.

Tips to make sure your power tools stay in safe condition:

- Keep them clean; inspect them every day. Check blades, bits and other cutting parts prior to each use. Make sure they are sharp and not warped or cracked. Check chucks, collars and other holding parts to make sure they are in good operating condition. Tag tools and take them out of service if there is a problem.
- Make sure tools have guards on their blades, bits, rollers, chains, gears, sprockets and other moving parts.
- Never remove guards; tie them back or modify them.

Safety rules (tips) to avoid electric shocks from power tools:

- Make sure they have a three-wire cord and are grounded. Double-insulated tools don't need a ground.
- Don't remove the ground prong. If you use an adapter, (three-prong plug to two-hole outlet) make sure the adapter is grounded.
- Check power tools and cords daily for cracks, exposed wire and breaks in the insulation.
- If a power tool buzzes, report it immediately and have an electrician check it out. Either the wiring or the tool itself may be defective.
- Don't use ordinary household extension cords for power tools. Use three-wire cords intended for heavy duty.
- Don't run them near water, other liquids or metal, which can carry current.
- Don't touch any electrical equipment when the equipment is wet, you're wet, or standing on a wet surface.
- If available, use a ground fault circuit interrupter (GFI) which senses ground faults (accidental electrical paths to ground) and cuts off all power in the circuit. For example, if there is a short in a power tool, the metal casing can become "live". A GFI will cut off power before you can get a serious shock.

*(Continued on page 3)*

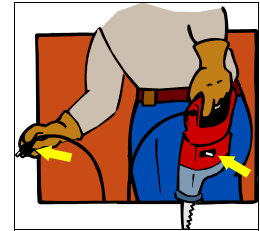
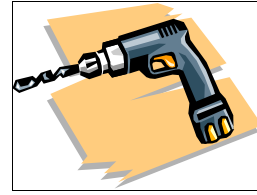
## Portable Power Tools *(Continued from page 2)*

Tools require use of personal protective equipment (PPE)  
Most tools require:

- Eye protection such as goggles or safety glasses with side shields
- Gloves
- Foot protection such as safety shoes or boots.

Other PPE that may be required, depending on the tools being used are:

- Special gloves that reduce vibration
- Hearing protection such as ear plugs or ear muffs
- Respiratory protection.



## Poison Prevention ..... **National Poison Prevention Week: March 20-26, 2005**

**S**ome 30 children die every year due to accidental poisonings, and approximately 1 million phone calls are placed to Poison Control Centers annually by adults seeking help when children have swallowed something harmful. In an effort to prevent such tragic events, National Poison Prevention Week was established by the U.S. Congress on September 16, 1961 (P.L. 87-319). Shortly thereafter, the Poison Prevention Week Council was organized to coordinate this annual event.

Every year since 1961, in fact, Poison Prevention Week Council members have worked to organize events during this special week that raise awareness of the dangers of unintentional poisonings, as well as steps that can be taken to prevent accidental poisonings in the first place. Our basic theme is "Children Act Fast...So Do Poisons!" Indeed, many poisonings happen when adults are distracted for just a few moments by the telephone, doorbell, or something else. Unfortunately, it also only takes a few moments for a small child to grab and swallow something that could be poisonous. This is why adults must make sure that household chemicals and medicines are stored away from children at all times, and that they know what to do if kids swallow something that they are not supposed to.

The Web site ([www.poisonprevention.org](http://www.poisonprevention.org)) has been established to provide public information about the Poison Prevention Week Council, events associated with National Poison Prevention Week, and steps that you can take to help prevent accidental poisonings. It is also intended to promote community involvement in efforts to prevent accidental poisonings of small children. We invite you, therefore, to carefully review the information on this site, and become actively involved in helping ensure the safety of children in your home as well as the homes of your neighbors. **Promote Safety from Unintentional Poisonings in Your Home and Community. Please check out this website.**

### POISON PROOF YOUR HOME!



## ***"Sleep Well Tonight for a Better Tomorrow"***

By Tristina Meche, Safety Specialist, Department of Human Resources

**M**arch 28 – April 3, 2005 is National Sleep Awareness Week. According to the National Sleep Foundation, the purpose is to promote the importance of quality of sleep in human health, productivity and safety. Their slogan is *"Sleep Well Tonight for a Better Tomorrow."* Since there is a strong correlation between sleep and safety, they could also say; "Sleep well tonight for a *Safer* tomorrow!"

Sleep experts say most adults need 7 to 9 hours of sleep every night for optimum performance, health and safety. Before the invention of the light bulb, the average person slept 10 hours a night – today adults average 6.9 hours of sleep during weeknights and 7.5 during the weekend. Here are some tips for more restful sleep:

Sleep is part of your overall health and fitness. Other contributors to health can also contribute to good sleep:

- Exercise helps you sleep, especially if done on a regular schedule; however, exercising right before bedtime can keep people awake.
- Eat three balanced meals each day. Avoid rich, spicy foods before going to bed.
- A snack before bed can help some people sleep, but keep it light. Your best bet may be that old folk remedy - warm milk.

### **Things to avoid before sleep:**

- Caffeine is a stimulant. Drinking coffee, tea, or soft drinks within four hours of bedtime can leave you tossing and turning.
- Nicotine is a stimulant, too, and can help you awake.
- Alcohol may help you go to sleep, but it will also keep you from sleeping soundly. When the alcohol's effects wear off, you may well find yourself wide-awake.
- Sleeping pills should be used only with great caution and when prescribed by a doctor for a short-term problem. Long-term use or abuse can create more problems than they solve.

### **Create conditions for a good night's sleep:**

- Go to sleep when you're tired.
- Go to bed at the same time every night, including weekends.
- Get up at the same time every morning, including weekends.
- Eliminate distractions such as television or radio.
- Use a lightproof window shade.
- Use sleeping pills only under medical supervision and for short-term reasons.
- Avoid coffee, tea, soft drinks with caffeine, smoking, or alcohol before going to bed.
- Don't exercise right before going to bed.



### **When sleep problems persist:**

- Talk with a professional counselor about ongoing stress or worry.
- See a physician if snoring habits indicate a sleep disorder.

### **To combat midday tiredness:**

- Get up and walk around.
- Do stretches.
- Have a soft drink or coffee in moderation.
- Take a brisk walk after lunch.



***"Sleep deprivation & sleep disorders cost Americans over \$100 billion annually in lost productivity, medical expenses, sick leave, and property & environmental damages"***

### **If you're tired enough to be a hazard:**

- Do a task that requires minimal alertness/attention and doesn't pose a safety risk.
- Have someone nearby back you up.
- Inform your supervisor so that you can prevent a hazardous situation.

Sleep is one of life's essentials; our bodies and our minds really can't do without it. Proper sleep is a matter of how long you sleep and how well you sleep. Your quality of sleep can be improved. If you are not one of those fortunate enough to always "sleep like a baby," try some of the techniques mentioned above to sleep better.

## ALLERGIES: NOTHING TO SNEEZE AT

**N**ext time you feel dizzy, or have a headache, or are bothered by itchy, watery eyes, congestion, coughing or sneezing, you may be feeling the effects of an allergy. What's that? You don't have any allergies? Don't be too sure. Allergies are more common than many of us realize, and they can develop later in life.

For some people, allergic reactions can become unbearable without using prescription medications or undergoing sensitization treatments. For most allergy sufferers, the symptoms are simply a nuisance, but even the common symptoms mentioned above can lead to serious problems. What if your eyes started watering when you had warning signs to read? What if a headache hit you just when a task needed your full concentration? What if a dizzy spell came on while you were walking through your work site? And, have you ever started sneezing uncontrollably while driving your car?

If you develop cold-like symptoms every spring or fall, you may have a seasonal allergy. If you start sneezing whenever you walk into a house where a dog or cat lives, you probably have an environmental allergy.

Our immune systems are on the lookout for anything in our environment that might be dangerous. Anything that triggers an immune system reaction—pet dander, mold spores, grass or tree pollens—is considered an allergen, but not all immune systems are sensitive to the same allergens.

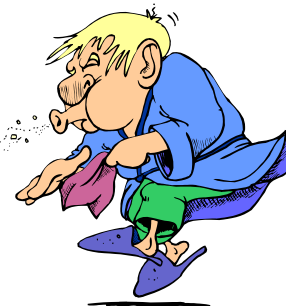
The symptoms of an allergic reaction appear when an immune system overreacts to the “danger” of an allergen. Many of these symptoms are similar to those of the common cold, but while colds generally run their course in about a week, an environmental or seasonal allergy will last much longer.

If you suspect you have an allergy, seasonal or environmental, consider seeing a specialist. Skin tests can determine exactly which environmental factors are causing your symptoms. You can then limit your exposure to pets if you have pet allergies, or if you have a seasonal allergy, spend more time indoors when your outdoor allergen is at high concentrations.

Air filtration can help to minimize your exposure to allergens. Air cleaners are available that can remove the allergen particles. You can also put air-cleaning filters on existing equipment like furnaces or blowers to reduce allergen counts.

If reducing exposure to the allergen doesn't relieve symptoms sufficiently, an allergy specialist can recommend an over-the-counter or prescription allergy medication. Once you know whether or not you have an allergy, you can ease the discomfort with the right combination of prevention and cure.

*(Excerpts from Saf-T-News! Lab Safety Supply)*



*For more information on Allergies, please check out the websites below.*

For information from the World Allergy Organization, go to: <http://www.worldallergy.org/>.

General information on topics related to allergies is available at: [www.webmd.com](http://www.webmd.com).





## City of Long Beach 2005 Industrial Shoe Company Shoemobile Schedule

### February

Tuesday, Feb. 15 <sup>th</sup>	7:30 – 9:30 am	Harbor Dept.
Thursday, Feb. 17 <sup>th</sup>	7:00 – 11:00 am	Parks & Rec.

### March

Thursday, Mar. 3 <sup>rd</sup>	7:00 – 11:00 am	L.B. Energy
Wednesday, Mar. 23 <sup>rd</sup>	7:00 – 11:00 am	Refuse

### April

Thursday, Apr. 21 <sup>st</sup>	7:00 – 11:00 am	Public Works
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### May

Thursday, May 19 <sup>th</sup>	7:00 – 11:00 am	Parks & Rec.
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### June

Wednesday, June 8 <sup>th</sup>	7:00 – 11:00 am	L.B. Energy
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### July

Wednesday, July 13 <sup>th</sup>	7:00 – 11:00 am	Refuse
Tuesday, July 19 <sup>th</sup>	7:30 – 9:30 am	Harbor Dept.

### August

Thursday, Aug. 4 <sup>th</sup>	7:00 – 11:00 am	Public Works
Wednesday, Aug. 24 <sup>th</sup>	7:00 – 11:00 am	Parks & Rec.

### October

Thursday, Oct. 20 <sup>th</sup>	7:00 – 11:00 am	L.B. Energy
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### November

Wednesday, Nov. 2 <sup>nd</sup>	5 am – 12:00 pm	Refuse
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### December

Wednesday, Dec. 7 <sup>th</sup>	7:00 – 11:00 am	Public Works
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Long Beach Energy.....2400 E. Spring St.  
 Refuse Dept/ Fleet Services.....2929 E. Willow St.  
 Parks, Rec. & Marine.....2760 Studebaker Rd.  
 Public Works.....1601 San Francisco Ave.  
 (Air Conditioning Shop)

**\*\*If you need any additional shoemobile dates, please call  
Richard Flood , Industrial Shoe Company at 714-796-1976**



*Are you wearing safety shoes in the workplace if required to?*

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*“Remember to  
complete the Safety  
Footwear  
Requisition form and  
have your supervisor  
sign it before visiting  
the shoemobile”  
Form # SF312*

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Industrial Shoe  
Company



## March 2005 Citywide Employee Safety Training Calendar

Dates	Course		Time(s)	Location
March 7	Hearing Test (on-going)		7:30 am—11:30 am	PW-LB Airport Maintenance Yard, 3150 St. Louis Avenue
March 8	Hearing Test (on-going)		7:00 am—4:00 pm	PW-San Francisco Avenue, 1601 San Francisco Avenue
March 9	Hearing Test (on-going)		11:30 am—3:30 pm	PW-LB Airport Maintenance Yard, 3150 St. Louis Avenue
March 9	AED/CPR (Module 1) (4 hrs) AM/PM Sessions		AM—8:00 am—12:00 pm PM—12:30 pm—4:30 pm	American Red Cross, 3150 E. 29th Street, Classroom 2
March 9	Forklift (Refresher) (4 hrs) AM/PM Sessions		AM—7:30 am— 11:30 am PM—12:30 pm—4:30 pm	PW/EDC, Classroom, 2929 E. Willow Street NOTE: For PW-Towing employees
March 10	Hearing Test (on-going)		8:00 am—12:00 pm	PW-LB Airport Maintenance Yard, 3150 St. Louis Avenue
March 14	Hearing Test (on-going)		8:30 am—12:30 pm	Fire Training Center, 2249 Argonne Avenue NOTE: For Fire employees
March 15	Hearing Test (on-going)		7:30 am—4:30 pm	LBE, 2400 E. Spring Street NOTE: For LBE employees
March 16	Hearing Test (on-going)		8:30 am—12:30 pm	Fire Training Center, 2249 Argonne Avenue NOTE: For Fire employees
March 16	Bloodborne Pathogen (Module 3) (3 hrs)		7:45 am—11:00 am	PW/EDC, Classroom, 2929 E. Willow Street
March 16	Gas Detection Equipment Training (8 hrs)		8:00 am—5:00 pm	PW-Temple & Willow Operations Center, 2929 E. Willow Street, Bonito Conf. Room NOTE: For DHHS employees
March 17	Fire Extinguisher Training (2 hrs) AM/PM Sessions		AM—10:00—12:00 pm PM—1:00—3:00 pm	LB Airport Maintenance Yard, 3150 St. Louis Avenue, Conference Room
March 17	Bomb Threat Awareness (Partial Module 4) (1 1/2 hrs)		8:30 am—10:00 am	PD-West Police Substation (WPSS) 1835 Santa Fe Avenue, Community Room
March 17	Hearing Test (on-going)		8:30 am—12:30 pm	Fire Training Center, 2249 Argonne Avenue NOTE: For Fire employees
March 21-22	Hearing Test (on-going)		6:30 am—9:30 am & 12:30— 3:30 pm	PW/EDC, 2929 E. Willow Street NOTE: For PW employees
March 21—24	Crane Cert (NCCCO) (32+ hrs)		8:00 am—5:00 pm	Harbor Dept., 925 Harbor Plaza, 5th floor training rm. NOTE: Practical location is Harbor Dept.
March 23	Hearing Test (on-going)		6:00 am—3:00 pm	PW-San Francisco Yard, 1601 San Francisco Avenue NOTE: For PW employees
March 24	Hearing Test (on-going)		6:30 am—9:30 am & 12:30—3:30 pm	PW/EDC, 2929 E. Willow Street NOTE: For PW employees
March 25	Asbestos Supervisor Ref. (8 hrs)		8:00 am—5:00 pm	Outsourced-Natec, 1100 S. Technology Circle Suite A, Anaheim, CA NOTE: for Steve Cullum-PW
March 30	Ergonomics Office Trng. (1 1/2 hrs) AM/PM session		AM 10:00—11:30 am PM 1:30 pm—3:00 pm	AM—Main Library, Auditorium, 101 Pacific Avenue PM—PW/EDC, Classroom, 2929 E. Willow St.
March 30 - April 5	Crane Cert (NCCCO) (32+ hrs)		8:00 am—5:00 pm	PW/EDC, Classroom, 2929 E. Willow Street NOTE: Practical location is Harbor Dept.



- NOTE: Course dates and time are subject to change without notice.
- Please be advised that HR will request a JV charge point from departments who have employees signed up for training and do not show up for the class.
- If you have any questions, please contact May Jong, Risk Management @ [may\\_jong@longbeach.gov](mailto:may_jong@longbeach.gov)

City of Long Beach  
 Department of Human Resources  
 Risk Management, Safety Office  
 333 W. Ocean Boulevard, 10th Floor  
 Long Beach, CA 90802  
 Phone: (562) 570-6476  
 Office Hours: Monday—Friday  
 7:30 am—4:30 pm



**Happy St. Patrick's  
 Day**



**City of Long Beach**

**City Safety Office Staff**



**Michael Alio, Acting Risk Manager &  
 City Safety Officer.....(562) 570-6476**



**Tristina Meche  
 Safety Specialist.....(562) 570-5892**



**May Jong  
 Training Coordinator.....(562) 570-5059**



**Loida Garcia  
 Clerk Typist III.....(562) 570-6552**



***Safety is Everybody's  
 Business***

**We're on the web!!**

<http://wmirror.ci.long-beach.ca.us:8000/hr/employees/safety/index.htm>



### Hearing Test Schedule—March 2005



March 7	Hearing Test (on-going)	7:30 am—11:30 am	PW-LB Airport Maint Yard 3150 St. Louis Avenue
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